

Anniversary Party Tips

Anniversary party tips and free printable party checklist to help you manage all of your anniversary party ideas and also so you don't forget things like the wedding anniversary cake!



6-12 Months Ahead

- ☐ Select Anniversary Party Date and approximate time
- ☐ Discuss Party Budget and who will be paying
- ☐ Agree on Guest List and the style of the party
- ☐ Choose and book the party venue
- ☐ Choose and book Photographer &/or Videographer
- ☐ Organize the catering
- ☐ Select and book any transport needed for the anniversary couple
- ☐ Select your florist and discuss the colors and theme
- ☐ Select the entertainment Con
- ☐ Consider Invitations and decide if making them yourself

3 - 6 MONTHS AHEAD

- ☐ Order or make your anniversary invitations
- ☐ Order Hire Equipment - chairs, tables, etc

2 MONTHS AHEAD

- ☐ Post or deliver all invitations
- ☐ Select an Anniversary Cake and order
- ☐ Book any Accommodation or Transport needed for out of town guests
- ☐ Discuss and plan you photos with your Photographer/Videographer

4 WEEKS AHEAD

- ☐ Check and confirm all bookings and arrangements
- ☐ Buy wedding rings
- ☐ Plan seating arrangements
- ☐ Ask speakers to prepare speeches

2 WEEKS AHEAD

- ☐ Confirm venue booking and the numbers

7 DAYS AHEAD

- ☐ Confirm transportation

1 DAY BEFORE

- ☐ Lay out everything you will require on the party day
- ☐ Confirm when Flowers and Cake are arriving
- ☐ Sleep Well!

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